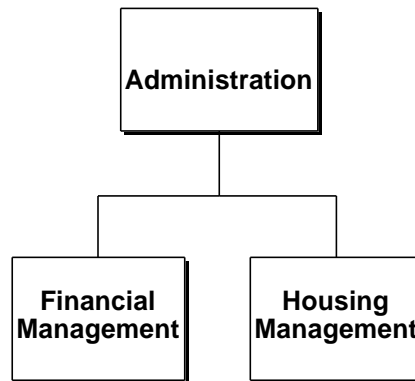


**DEPARTMENT OF HOUSING  
AND COMMUNITY DEVELOPMENT  
FUND 967, PUBLIC HOUSING PROGRAM PROJECTS  
UNDER MANAGEMENT**



# **FUND 967 PUBLIC HOUSING PROGRAM PROJECTS UNDER MANAGEMENT**

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## ***Agency Position Summary***

<u>41</u>	Regular Positions	/	<u>40.5</u>	Regular Staff Years
41	Total Positions	/	40.5	Total Staff Years

### ***Position Detail Information***

#### **ADMINISTRATION**

1	Network/Telecom Analyst II
<u>1</u>	Programmer Analyst I
2	Positions
2.0	Staff Years

#### **FINANCIAL MANAGEMENT**

1	Chief Accounting Fiscal Officer
1	Accountant II
4	Account Clerks II
<u>1</u>	Secretary II
7	Positions
7.0	Staff Years

#### **HOUSING MANAGEMENT**

1	DHCD Property Management Supervisor
1	Housing Services Specialist V
1	Housing Services Specialist IV
1	Housing Services Specialist III
7	Housing Services Specialists II
2	Housing Services Specialists I 1 PT
1	Administrative Aide
2	Senior Maintenance Supervisors
1	Maintenance Supervisor
3	Air Conditioning Equipment Repairers
1	Carpenter II
1	Carpenter I
1	Admin Assistant
1	Plumber I
1	General Building Maintenance Worker I
1	Painter I
1	Maintenance Trade Helper II
1	Warehouse Worker-Driver
1	Secretary I
2	Clerical Specialists
<u>1</u>	Storekeeper
32	Positions
31.5	Staff Years

PT Denotes Part-Time Positions

# FUND 967 PUBLIC HOUSING PROGRAM PROJECTS UNDER MANAGEMENT

## AGENCY MISSION

*To ensure that all tenants of Fairfax County Redevelopment and Housing Authority's (FCRHA) owned and operated public housing units are provided with decent, safe, and adequate housing; maintenance and management; social services referrals; and housing counseling.*

## AGENCY SUMMARY

Category <sup>1</sup>	FY 1999 Actual	FY 2000 Adopted Budget Plan	FY 2000 Revised Budget Plan	FY 2001 Advertised Budget Plan	FY 2001 Adopted Budget Plan
Authorized Positions/Staff Years					
Regular	41/ 40.5	41/ 40.5	41/ 40.5	41/ 40.5	41/ 40.5
Grant	2/ 2	2/ 2	0/ 0	0/ 0	0/ 0
Expenditures:					
Personnel Services	\$1,707,186	\$1,663,596	\$1,668,029	\$1,755,541	\$1,797,577
Operating Expenses	3,315,135	3,213,387	3,343,382	3,260,940	3,260,940
Capital Equipment	12,687	7,220	7,220	11,567	11,567
<b>Total Expenditures</b>	<b>\$5,035,008</b>	<b>\$4,884,203</b>	<b>\$5,018,631</b>	<b>\$5,028,048</b>	<b>\$5,070,084</b>

## SUMMARY BY COST CENTER

Category	FY 1999 Actual	FY 2000 Adopted Budget Plan	FY 2000 Revised Budget Plan	FY 2001 Advertised Budget Plan	FY 2001 Adopted Budget Plan
Administration	\$1,447,997	\$1,401,263	\$1,408,207	\$1,459,922	\$1,481,274
Tenant Services	19,035	24,470	25,664	24,470	24,470
Utilities	1,310,583	1,435,956	1,537,608	1,420,897	1,420,897
Ordinary					
Maintenance/Operation	1,269,351	1,245,324	1,269,962	1,357,902	1,371,852
General Expenses	393,905	422,768	422,768	424,005	430,739
Non-Routine Expenditures	6,977	18,874	18,874	15,553	15,553
Drug Elimination Grant	252,692	0	0	0	0
Other Expenses	334,468	335,548	335,548	325,299	325,299
<b>Total Expenditures</b>	<b>\$5,035,008</b>	<b>\$4,884,203</b>	<b>\$5,018,631</b>	<b>\$5,028,048</b>	<b>\$5,070,084</b>

<sup>1</sup> The Grant positions were transferred to Fund 965, FCRHA Grant Fund, at the FY 1999 Carryover Review.

# **FUND 967 PUBLIC HOUSING PROGRAM PROJECTS UNDER MANAGEMENT**

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## **Board of Supervisors' Adjustments**

*The following funding adjustments reflect all changes to the FY 2001 Advertised Budget Plan, as approved by the Board of Supervisors on April 24, 2000:*

- The 2.5 percent cost-of-living/market rate adjustment approved by the Board of Supervisors, and previously held in reserve, has been spread to County agencies and funds. This action results in an increase of \$42,036 to Fund 967, Public Housing Program Projects Under Management.
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## **County Executive Proposed FY 2001 Advertised Budget Plan**



### **Agency Overview**

The Federal Public Housing Program is a housing program administered by the U.S. Department of Housing and Urban Development (HUD) to fund the development or acquisition of rental housing to be owned and operated by local housing authorities such as the Fairfax County Redevelopment and Housing Authority (FCRHA). There are three components of this program. One provides capital funds for the construction or acquisition of Public Housing units. The second component (i.e., Fund 967 - Projects Under Management) governs the operation and management of these units, and the third provides funds for modernization of existing Public Housing under the Comprehensive Grant Program. Under the 1998 Federal housing legislation, funding for development and modernization will be combined into one Capital Grant Fund in the future, leaving two components to the program. In FY 2001, total funding of \$5,028,048 is included for the support of personnel, operating expenses and capital equipment for the Projects Under Management component of the Public Housing Program.

This fund represents the operating budget for public housing developments for which the development stage is complete and which HUD recognizes as "under management." The Public Housing projects, as reflected in the following chart, are located throughout the County.

## **FUND 967 PUBLIC HOUSING PROGRAM PROJECTS UNDER MANAGEMENT**

Project Name	HUD Number	Number of Units	Supervisory District
Audubon Apartments	VA 19-01	46	Lee
Rosedale Manor	VA 19-03	97	Mason
Newington Station	VA 19-04	36	Springfield
The Park	VA 19-06	24	Lee
Shadowood	VA 19-11	16	Hunter Mill
Atrium Apartments	VA 19-13	37	Lee
Villages of Falls Church <sup>1</sup>	VA 19-25	37	Mason
Heritage Woods I	VA 19-26	19	Braddock
Robinson Square	VA 19-27	46	Braddock
Heritage Woods South	VA 19-28	12	Braddock
Sheffield Village	VA 19-29	8	Mt. Vernon
Greenwood	VA 19-30	138	Mason
Briarcliff II	VA 19-31	20	Providence
West Ford II	VA 19-32	22	Mt. Vernon
West Ford I	VA 19-33	24	Mt. Vernon
West Ford III	VA 19-34	59	Mt. Vernon
Barros Circle	VA 19-35	44	Sully
Belle View	VA 19-36	40	Mt. Vernon
Kingsley Park	VA 19-38	108	Providence
Scattered Sites	VA 19-39	25	Various
Reston Town Center	VA 19-40	30	Hunter Mill
Old Mill	VA 19-42	48	Lee
Ragan Oaks	VA 19-45	51	Sully
Tavener Lane <sup>2</sup>	VA 19-51	12	Lee
Waters Edge	VA 19-52	9	Sully
West Glade	VA 19-55	50	Hunter Mill
Scattered ADU Sites	VA 19-56	7	Various
<b>Total Units<sup>3</sup></b>		<b>1,065</b>	

<sup>1</sup> This HUD project includes one unit at Heritage Woods South in Braddock District.

<sup>2</sup> Property is owned by a limited partnership of which the FCRHA is the managing general partner.

<sup>3</sup> There are projected to be 1,065 units of Public Housing; however, only 1,062 are income producing. There are three units off-line, one of which is used as an office and the other two are used as community rooms. The FY 2001 vacancy rate is projected to be one percent for public housing properties, and all public housing properties will be inspected in FY 2001 to determine capital improvements needed to extend the useful life of FCRHA housing assets and reduce project operating costs.

Admissions and Occupancy policies for this program are governed by the Quality Housing and Work Responsibility Act of 1998 (which amended the United States Housing Act of 1937) and are consistent with the objectives of Title VI of the Civil Rights Act of 1964. Eligibility for admission and occupancy to Low Income Housing requires the applicants to

## **FUND 967 PUBLIC HOUSING PROGRAM PROJECTS UNDER MANAGEMENT**

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fulfill the following general criteria: (1) qualify as a family, (2) have annual income which does not exceed the income limits for admission to a designated development, and (3) qualify under the Local Preference of working at least 30 hours per week in Fairfax County, being 62 years of age or older, or receiving disability payments based upon that person's ability to work.

The current income limits for the program as established by HUD as of March 1, 1999 are as follows:

INCOME LIMITS		
Number of Persons	Very Low	Low
1	\$27,550	\$33,450
2	\$31,500	\$38,250
3	\$35,400	\$43,000
4	\$39,350	\$47,800
5	\$42,500	\$51,600
6	\$45,650	\$55,450
7	\$48,800	\$59,250
8	\$51,950	\$63,100

In FY 2001, dwelling rents total \$3,633,032 and support 77.2 percent of the operating costs, exclusive of debt service, \$325,299, which is totally funded by HUD. Other sources of revenue include payments for utilities in excess of standards established by FCRHA (\$142,536), maintenance charges, late fees and laundry income (\$127,729), and Investment Income (\$70,761). There are a total of 41/40.5 SYE regular positions funded by the Public Housing Program. Two grant positions, which supported the continuation of the Federal Public Housing Drug Elimination Grant (PHDEPG), were transferred to Fund 965 at the FY 1999 Carryover Review. Additional maintenance and administrative positions providing support for this program are funded in the General Fund.

In addition to public housing support provided in this fund, FY 2001 funds totaling \$689,427 are provided in the General Fund, Agency 38, Department of Housing and Community Development, in support of public housing refuse collection costs, painting expenses, and townhouse/condominium fees. Additionally, under the current HUD Performance Funding System, the FCRHA is eligible for operating subsidies. In FY 2001, the amount anticipated for HUD operating subsidies is projected at \$611,086.



### ***Funding Adjustments***

*The following funding adjustments from the FY 2000 Revised Budget Plan are necessary to support the FY 2001 program:*

- An increase of \$56,779 due to the implementation of the new Pay for Performance program in FY 2001. The new system links annual pay increases to employee performance.
- An increase of \$41,962 due to the implementation of the Market Pay Study. As a result of the Study, incumbents in job classes that are found to be one grade below the market will be moved to the appropriate grade and receive a 2.0 percent market adjustment. Incumbents in classes found to be two or more grades below the market will be moved to the appropriate grade and receive a 4.0 percent market adjustment. In addition, funding is held in reserve to provide all employees with a 2.5 percent cost-of-living/market adjustment.

## **FUND 967 PUBLIC HOUSING PROGRAM PROJECTS UNDER MANAGEMENT**

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- An increase of \$23,040 in Limited Term salaries based on increased workload requirements in the Financial Management Cost Center.
- A net decrease of \$34,269 in regular salaries, fringe benefits, position turnover and extra pay based on the grade of existing personnel and the agency's historical level of usage.
- An increase in the amount of \$41,293 in contractual services primarily due to restructuring custodial service requirements from in-house operations to contractual services.
- A decrease of \$116,207 in utility fees primarily based on encumbered carryover of prior year expenditures for electricity and water.
- A decrease of \$10,653 in insurance premiums primarily based on adjustments as a result of historical usage in auto and fire liabilities.
- Capital Equipment funding of \$11,567 is included in FY 2001 including two sofas for community centers, a video camcorder for security surveillance, ten replacement washer/dryer units, and one computer and software for use at three site offices.

*The following funding adjustments reflect all approved changes to the FY 2000 Revised Budget Plan since the passage of the FY 2000 Adopted Budget Plan. Included are all adjustments made as part of the FY 1999 Carryover Review and all other approved changes through December 31, 1999:*

- As part of the FY 1999 Carryover Review, an increase of \$134,428 including \$129,995 for encumbered carryover and \$4,433 resulting from information technology position adjustments. Revenues and expenditures in the amount of \$268,498 were transferred to Fund 965, Housing Grants, for the Public Housing Drug Elimination Grant. Revenues in the amount of \$96,643 are retained in Fund 967 pending reimbursement of expenditures previously incurred.

# FUND 967 PUBLIC HOUSING PROGRAM PROJECTS UNDER MANAGEMENT

## FUND STATEMENT

Fund Type H96, Public Housing

Fund 967, Projects Under Management

	FY 1999 Actual	FY 2000 Adopted Budget Plan	FY 2000 Revised Budget Plan	FY 2001 Advertised Budget Plan	FY 2000 Adopted Budget Plan
<b>Beginning Balance</b>	<b>\$957,711</b>	<b>\$966,526</b>	<b>\$961,792</b>	<b>\$938,894</b>	<b>\$938,894</b>
Revenue:					
Dwelling Rental Income	\$3,411,629	\$3,538,644	\$3,538,644	\$3,633,032	\$3,633,032
Excess Utilities	151,609	134,767	134,767	142,536	142,536
Interest on Investments	104,834	38,513	38,513	70,761	70,761
Other Operating Receipts	174,082	126,950	126,950	127,729	127,729
HUD Annual Contribution	335,548	335,548	335,548	325,299	325,299
Drug Elimination Program	163,596	0	96,643	0	0
HUD Subsidy <sup>1</sup>	697,791	724,668	724,668	611,086	611,086
Total Revenue	\$5,039,089	\$4,899,090	\$4,995,733	\$4,910,443	\$4,910,443
<b>Total Available</b>	<b>\$5,996,800</b>	<b>\$5,865,616</b>	<b>\$5,957,525</b>	<b>\$5,849,337</b>	<b>\$5,849,337</b>
Expenditures: <sup>2</sup>					
Administration	\$1,447,997	\$1,401,263	\$1,408,207	\$1,459,922	\$1,482,130
Tenant Services	19,035	24,470	25,664	24,470	24,470
Utilities	1,310,583	1,435,956	1,537,608	1,420,897	1,420,897
Ordinary Maintenance and Operation	1,269,351	1,245,324	1,269,962	1,357,902	1,371,219
General Expenses	393,905	422,768	422,768	424,005	430,516
Non Routine Expenditures	6,977	18,874	18,874	15,553	15,553
Drug Elimination Grant	252,692	0	0	0	0
Other Expenses <sup>1</sup>	334,468	335,548	335,548	325,299	325,299
Subtotal Expenditures	\$5,035,008	\$4,884,203	\$5,018,631	\$5,028,048	\$5,070,084
COLA/MRA Reserve	0	0	0	42,036	0
Total Expenditures	\$5,035,008	\$4,884,203	\$5,018,631	\$5,070,084	\$5,070,084
<b>Total Disbursements</b>	<b>\$5,035,008</b>	<b>\$4,884,203</b>	<b>\$5,018,631</b>	<b>\$5,070,084</b>	<b>\$5,070,084</b>
<b>Ending Balance</b>	<b>\$961,792</b>	<b>\$981,413</b>	<b>\$938,894</b>	<b>\$779,253</b>	<b>\$779,253</b>

<sup>1</sup> Category represents a HUD operating subsidy based on HUD revenue and expenditure criteria developed by HUD utilizing their performance funding system criteria.

<sup>2</sup> Expenditure categories reflecting HUD required cost groupings.